

HOMELAND SECURITY GRANT PROGRAM

DELAWARE HOMELAND SECURITY TERRORISM PREPAREDNESS WORKING GROUP
MEETING MINUTES

JUNE 10, 2013

1. Director Jamie Turner convened the Delaware Homeland Security Terrorism Preparedness Working Group (DHSTPWG) meeting at 1:30 p.m. in the Delaware Emergency Management Agency (DEMA) Training Room. The following documents were provided to meeting participants:
 - a. Meeting Notice & Agenda
 - b. DHSTPWG Meeting Minutes from April 8, 2013
 - c. Training and Exercise Subcommittee Meeting Minutes from April 30, 2013
 - d. Training and Exercise Subcommittee Meeting Minutes from June 5, 2013
 - e. Funding Subcommittee Meeting Minutes from April 8, 2013
 - f. Funding Subcommittee Meeting Minutes from May 29, 2013
 - g. FY2011 and FY12 Funding Review for Reallocation Email, May 29, 2013
 - h. FY2013 Funding Opportunity Quick Reference Sheet
2. April 8, 2013 minutes were reviewed and approved. (**Motion: Major Carleton Carey; Second: Tim Sexton, Passed Unanimously**)
3. **Old Business**
 - a. **Subcommittee Reports**
 - 1) ***Training and Exercise Subcommittee*** – (Robert Newnam, Chairman) – Robert Newnam, Delaware State Fire School, briefed the T&E Subcommittee meeting minutes for April 30, 2013 and June 5, 2013 was provided as part of the handouts. The following training requests were approved at the April meeting: Law Enforcement requested expenditure of \$9,035.00 to send twenty police officers to attend the Police Response to Active Shooter Instructor Certification course which is a train the trainer course. The following training requests were approved at the May meeting: Law Enforcement requested expenditure of \$12,518.00 to provide 20 officers instruction on resolving barricaded suspect and hostage rescue situations, expenditure of \$1,961.00 for two DSP Crisis Management Team members to attend the FBI Basic Negotiator Course, DTI requested expenditure of \$24,000.00 to prepare 20 people for an exam preparation course by the Center of Infrastructure Assurance and Security, Fire Service requested expenditure of \$21,496.00 for a recertification course in helicopter hoist rescue.

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- 2) **Funding Subcommittee** – (Allen Metheny, Chairman) – Allen Metheny briefed that the Subcommittee work was complete regarding FY2010 since all funding has been encumbered. And there is roughly \$1 million in subgrants and purchase orders in motion. There is the possibility that cost savings may result as transactions are completed. He noted that there are several projects within FY11 and FY12 that are the same and that both grant years have roughly the same deadline. Therefore, the Subcommittee approved a project to reallocate funding in the amount of \$2,327,898.61 towards purchasing radios. In essence, Motorola has offered Delaware a deal to purchase approximately 1,125 radios for \$3.4 million. If Delaware makes this purchase in the next 6 months (approximate), Motorola will provide Delaware with a new zone controller, i.e. the brain of the 800 MHz system, for free. This piece of equipment is the only piece of equipment on the 800 MHz system without a redundancy. The new zone controller is \$6 million to purchase, which would result in a \$6 million savings if the radio purchase is made by various agencies within the state. Allen Metheny presented a motion to support the reallocation of \$2,327,898.61 towards purchasing radios. **(Motion: Allen Metheny; Second: Col Dallas Wingate, Passed Unanimously).**

4. New Business:

a. FY 2013 Homeland Security Grant Program Funding Solution

- 1) Allen Metheny briefed that the Funding Subcommittee reviewed discipline projects and entertained cuts to reach a funding solution of \$3,459,364.00. A motion was made to approve the following table as the Funding Plan for Delaware's FY2010 Homeland Security Grant Program. **(Motion: Allen Metheny; Second: Kevin Sipple, Passed Unanimously)**

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Discipline	Original Request	Amount Cut	Final Allocation
AG	\$150,000.00	\$50,000.00	\$100,000.00
ALL (M&A)	\$172,968.00	\$0	\$172,968.00
CCP	\$200,000.00	\$15,000.00	\$185,000.00
CS	\$300,000.00	\$15,000.00	\$285,000.00
DMV	\$150,000.00	\$40,000.00	\$110,000.00
EMA	\$275,500.00	\$85,000.00	\$190,500.00
EMS	\$43,000.00	\$0	\$43,000.00
FS	\$360,000.00	\$100,000.00	\$260,000.00
GA	\$765,000.00	\$705,000.00	\$60,000.00
HC	\$106,400.00	\$16,400.00	\$90,000.00
HZ	\$120,000.00	\$40,000.00	\$80,000.00
LE	\$689,841.00	\$0	\$689,841.00
PH	\$419,400.00	\$75,000.00	\$344,400.00
PSC	\$98,000.00	\$3,000.00	\$95,000.00
PW	\$35,000.00	\$5,000.00	\$30,000.00
T&E	\$760,000.00	\$36,345.00	\$723,655.00
Grand Total	\$4,645,109.00	\$1,185,745.00	\$3,459,364.00

- 2) **Director Turner's Comments** – DEMA has had good programmatic and fiscal audits over the last five years. A combined Fiscal and Programmatic Office of the Inspector General inspection is scheduled to begin in July 2013. A trend being found by audits is that States don't have adequate metrics regarding the state strategic plan and that Investments are not completed per established dates. Director Jamie Turner informed the subcommittee that DEMA would not be seeking planning funding under FY2013. DEMA has found an alternative means to fund planning salaries. Within the next six months, he would like Disciplines to identify external funding sources for salaries other than the Homeland Security Grant Program.

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5. Open to Floor

There were no comments from the floor. The meeting adjourned at 2:00 p.m. The next meeting will be August 12, 2013 at 1:30 p.m. in the DEMA Training Room. The July meeting is cancelled.



JAMES E. TURNER, III

Chairman, Delaware Homeland Security Terrorism Preparedness Working Group
Attachments: Attendance Roster

Note: All Meeting Handouts are available upon request.

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MEETING ATTENDANCE ROSTER	
Name	Agency
Voting Members	
Jamie Turner	Chairman
Absent	Delaware State Police, LE Co-Lead
Col Dallas Wingate	Delaware National Guard, DNG Lead
Mayor Carleton Carey	Delaware League of Local Governments, GA Lead
Robert Newnam	Delaware Fire School, T&E Lead
James Hosfelt	Police Chiefs Council
Dave Carpenter	NCC Emergency Management
Colin Faulkner	KC Emergency Management
Absent	Wilmington Emergency Management, EMA Lead
Absent	SC Emergency Management
Dwayne Day	DelDOT, PW proxy
Suzanne Raab-Long	DE Healthcare Association, HC Lead
Tim Sexton	Division of Public Health, PH Lead
Ellen Malenfant	DNREC, HZ Lead
Kevin Sipple	Kent County, PSC Lead
Dave Mick	Kent County, EMS Lead
Sandra Alexander	Department of Technology & Information, CS Lead
Mark Davis	Department of Agriculture, AG Lead
Bob George	DEMA, CCP Lead
Allen Metheny	Delaware Volunteer Firefighter's Association, FS Lead
Scott Vien	Department of Motor Vehicles, DMV proxy
Absent	Delaware State Police, LE Training & Exercise Lead
Working Group Members & Guests	
Kurt Reuther	Department of Safety & Homeland Security
Bobby Schoonover	SC Emergency Medical Services
Joe Wessels	Delaware League of Local Governments
Delaware Emergency Management Agency Staff	
Jennifer Dittman	Terrorism Preparedness Supervisor
James Cubbage	NIMS/IMT Coordinator
Will Hayes	Terrorism Preparedness Planner
Ron Price	Terrorism Preparedness Management Analyst
Frank Igwe	Terrorism Preparedness Management Analyst
Tom Nesbella	Training Planner